Contracting Support

ONR 02 the Acquisition Department

ONR Acquisition Department

The ONR Acquisition Department's primary responsibilities are for awarding ONR contracts, grants and other types of awards in support of the ONR S&T mission and to provide contract and grant administration for DoD awards to universities and certain non-profit institutions.

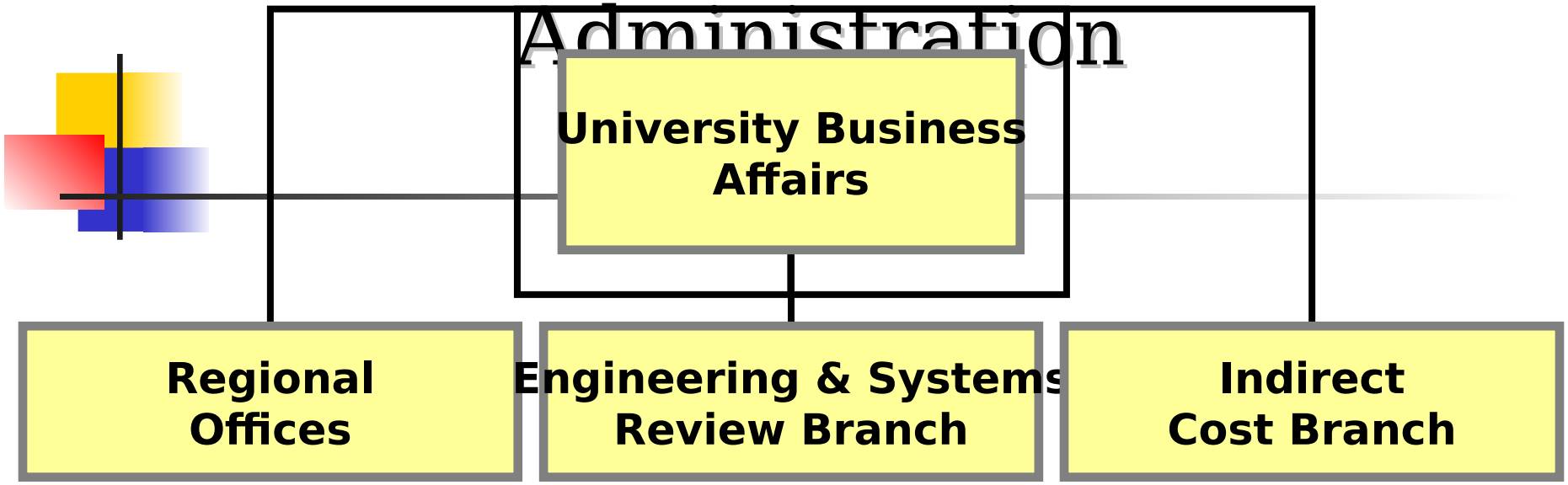
Contract & Grant Awards Division

The Contract & Grant Awards division performs all procurement and assistance functions: acquisition planning; preparation and issuance of solicitations; competition/set-aside advocacy; proposal analysis and/or competitive proposal evaluations; best value source selection for supplies and services; negotiation of cost proposals; as well as award of contracts, grants, and agreements.

Contract & Grant Awards Support Requirements

- Contracting support in the areas of proposal analysis, contract negotiation, and preparation of contract award documents.
- Administrative support for maintenance of files and records, data entry and general administrative assistance.
- All work is performed at the ONR HQs.

ONR Contract and Grant Administration



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Administers Contracts and Grants at Universities and select non-profit institutions for ONR, All DOD and other agencies on a reimbursable basis (NASA, NIH, DOE)

Indirect Cost Negotiations and System Reviews

University Business Affairs Requirements:

- Data entry and data technician support services at designated regional offices of the Office of Naval Research
- Programming, maintenance and technical support of UBA automated information systems (i.e. CAMIS, PAYWEB, ADMINWEB, etc.)